



OFFICE OF THE COMPTROLLER  
CITY OF ST. LOUIS



**FILE COPY**

**DARLENE GREEN**  
Comptroller

*Internal Audit Section*

**DR. KENNETH M. STONE, CPA**  
Internal Audit Executive

1520 Market St., Suite 3005  
St. Louis, Missouri 63103-2630  
(314) 657-3490  
Fax: (314) 552-7670

November 1, 2011

Michelle Darden, Executive Director  
St. Louis MR&DD Resources  
2334 Olive  
St. Louis, MO 63101

RE: Supportive Housing Program (SHP) (Project #2011-HOM19)

Dear Ms. Darden:

Enclosed is a report of the fiscal monitoring review of the St. Louis MR&DD Resources, a not-for-profit organization, SHP program, for the period July 1, 2010 through October 31, 2010. The scope of a fiscal monitoring review is less than an audit, and as such, we do not express an opinion on the financial operations of the St. Louis MR&DD Resources. Fieldwork was completed on May 19, 2011.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised and has been conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing* and through an agreement with the City of St. Louis Department of Human Services (DHS) to provide fiscal monitoring to all grant sub-recipients.

If you have any questions, please contact the Internal Audit Section at (314) 657-3490.

Sincerely,

Dr. Kenneth M. Stone, CPA  
Internal Audit Executive

Enclosure

cc: Parimal Mehta, Fiscal Manager, DHS  
Antoinette Triplett, Manager II, Homeless Services - DHS



# CITY OF ST. LOUIS

**DEPARTMENT OF HUMAN SERVICES (DHS)  
SUPPORTIVE HOUSING PROGRAM (SHP)**

**ST. LOUIS MR&DD RESOURCES  
CONTRACTS #61775 AND #61776  
CFDA #14.235**

**FISCAL MONITORING REVIEW  
JULY 1, 2010 THROUGH OCTOBER 31, 2010**

**PROJECT #2011-HOM19**

**DATE ISSUED: NOVEMBER 1, 2011**

**Prepared by:  
The Internal Audit Section**



# OFFICE OF THE COMPTROLLER

**HONORABLE DARLENE GREEN, COMPTROLLER**

**CITY OF ST. LOUIS**  
**DEPARTMENT OF HUMAN SERVICES (DHS) - HOMELESS SERVICES**  
**SUPPORTIVE HOUSING PROGRAM (SHP)**  
**ST. LOUIS MR&DD RESOURCES**  
**FISCAL MONITORING REVIEW**  
**JULY 1, 2010 THROUGH OCTOBER 31, 2010**

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## INTRODUCTION

### Background

**Contract Name:** St. Louis MR&DD Resources

**Contract Numbers:** 61775 and 61776

**CFDA Number:** 14.235

**Contract Period:** July 1, 2010 through June 30, 2011

**Contract Amounts:** \$193,557 (61775)  
\$175,194 (61776)

These contracts provided Supportive Housing Program (SHP) funds from the Department of Human Services (DHS) to St. Louis MR&DD Resources (Agency) to promote the delivery of supportive housing and supportive services to assist homeless persons in the transition from homelessness to independency and permanent housing. These services were provided to individuals who currently reside in the City of St. Louis or in locations that are more than 100 miles from the City of St. Louis.

### Purpose

The purpose of the review was to determine the Agency's compliance with federal, state and local DHS requirements for the period July 1, 2010, through October 31, 2010, and make recommendations for improvements as considered necessary.

### Scope and Methodology

Inquiries were made regarding the Agency's internal controls relating to the grants administered by DHS. Evidence was tested supporting the reports the Agency submitted to DHS and other procedures were performed as considered necessary. Fieldwork was completed on May 19, 2011.

### Exit Conference

There were no current observations; therefore, an exit conference was not considered necessary.

## **SUMMARY OF OBSERVATIONS**

### **Conclusion**

No evidence was found to suggest that the Agency did not fully comply with federal, state and local DHS requirements.

### **Status of Prior Observations**

The Agency's previous fiscal monitoring report, Project #2010-HOM10, issued January 7, 2011, contained two observations:

1. Opportunity to maintain program capacity rate of 95% **(Resolved)**
2. Opportunity to comply with contract's requirements for allowable expenses **(Resolved)**

### **A-133 Status**

According to a letter received from the Agency, it did not expend \$500,000 or more in federal funds in its fiscal year ended June 30, 2010; therefore, it was not required to have a single audit in accordance with OMB Circular A-133.

### **Summary of Current Observations**

There were no current observations.